Board Work Session at 6:00 pm, prior to the regular board meeting.

# Muskegon Charter Township (MCT) Regular Board Meeting Minutes November 21, 2016

**A. CALL TO ORDER:** Supervisor Kieft called the meeting to order at 7:00 pm and led the pledge of allegiance.

**B. INVOCATION:** Given by Clerk Oakes

**Present:** Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft; Absent - None **Also present:** Legal Counsel: D. Hughes, Staff: Planning/Zoning/Development Director L. Grabinski, Fire Chief Glotzbach and 3 guests. (Commissioner S. Hughes)

This meeting was recorded and labeled the November 21, 2016 regular board meeting.

**C. APPROVAL OF AGENDA** -It was moved by Treasurer Wood and second by Trustee Kemp to approve the agenda as presented. **Motion Carried** 

## D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY - None

### E. CONSENT AGENDA

- 1. Approval of Regular Board Meeting Minutes November 7, 2016
- 2. Approval of Closed Session Board Meeting Minutes November 7, 2016
- 3. Planning Commission Meeting Minutes October 10, 2016
- 4. Board of Appeals Meeting Minutes July 27, 2016
- 5. Police Department Monthly Report October 2016

It was moved by Trustee Kemp and second by Trustee Hernandez to approve the consent agenda with the following clarifications to the regular Board Meeting minutes: H. New Business: #3. Add - "not to exceed \$8,000" and #8. Replace with this language: It was moved by Treasurer Wood and second by Trustee Kemp to approve the change in amortization schedule to an alternate one year Amortization plan, presented to the Board, and referred to as Option C. Option C applies to all four divisions (General, Police, Fire, and Clerical DPW).

### **Motion Carried**

#### F. UNFINISHED BUSINESS - None

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#### G. NEW BUSINESS:

## 1. Weekly Check Runs and Total of all Checks - \$ 61,122.50

It was moved by Trustee Hernandez and second by Treasurer Wood to approve payment of the weekly and semi-weekly bills of \$ 61,122.50 from the appropriate accounts.

7 – Yeas: Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft 0 – Nays Absent: None **Motion Carried** 

## 2. Approval of Proposal to Repair Damaged Building at DPW

It was moved by Treasurer Wood and second by Trustee Kemp to award the bid to Hughes Builders, Inc. to repair the damaged building at DPW for a total cost of \$795 as presented in the Board packet.

6 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Kieft

1 - Abstain- Hughes

0 – Nay Absent: None **Motion Carried** 

## 3. Approval of Winter Newsletter

It was moved by Treasurer Wood and second by Supervisor Kieft to publish a winter Newsletter for a cost not to exceed \$600.

7- Yeas: Oakes, Wood, Kemp, Hernandez, Hughes, Ream, Kieft 0- Nays Absent: None **Motion Carried** 

## 4. Approval of Appointments of Boards and Commissions

It was moved by Trustee Kemp and second by Clerk Oakes to approve the appointments of Boards and Commissions as listed in the Board packet.

1- Abstain – Hughes **Motion Carried** 

# **5. Consideration of Amendment to District Library Agreement**

It was moved by Trustee Hernandez and second by Treasurer Wood to approve the amendment to the District Library Agreement as presented.

7 - Yeas: Wood, Kemp, Hernandez, Hughes, Ream, Oakes, Kieft 0 - Nay Absent: None **Motion Carried** 

## 6. Resolution No. 16-35 - Increase Sewer Rates & Charges

It was moved by Treasurer Wood and second by Trustee Hughes to approve Resolution No. 16-35.

7 - Yeas: Kemp, Hernandez, Hughes, Ream, Oakes, Wood, Kieft 0 - Nay Absent: None **Motion Carried** 

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#### G. NEW BUSINESS continued:

# 7. Resolution No. 16-42 – Increase Sanitation Rates & Charges and Purchase Toters

It was moved by Trustee Hughes and second by Trustee Hernandez to approve Resolution No. 16-42 with the addition of the word "initial" before \$3.00 ... to the 5<sup>th</sup> Whereas paragraph.

7 - Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kemp, Kieft 0 - Nay Absent: None **Motion Carried** 

# 8. Consideration of SU16-03 — All Pro Towing — 3289 Apple Ave. — Allow the <del>Sell</del> Sale of Used Vehicles

It was moved by Treasurer Wood and second by Supervisor Kieft to deny SU 16-03. This is a recommendation from the Planning Commission.

7 - Yeas: Hughes, Ream. Oakes, Wood, Kemp, Hernandez, Kieft 0 - Nay Absent: None **Motion Carried** 

# 9. Consideration of SU16-07 – Great Lakes Ford – 2511 Apple Ave. – Expansion of Existing Car Lot

It was moved by Clerk Oakes and second by Trustee Hernandez to approve SU 16-07 with the stipulations as stated in the Special Use.

7 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Hughes, Kieft 0 – Nay Absent: None **Motion Carried** 

# 10. Resolution No. 16-38 — Introduction of Ordinance No. 16-11 — Rezone 2400 S. Mill Iron From C-1 Neighborhood Commercial to R-1 Single Family Residential

It was moved by Trustee Hughes and second by Trustee Kemp to approve Resolution No. 16-38 the introduction of Ordinance No. 16-11.

7 - Yeas: Oakes, Wood, Kemp, Hernandez, Hughes, Ream, Kieft 0 - Nay Absent: None **Motion Carried** 

# 11. Resolution No. 16-40 — Introduction of Ordinance No. 16-12 — Rezone 1585 S. Walker From IP Industrial Park to C-1 Neighborhood Commercial

It was moved by Trustee Kemp and second by Trustee Hernandez to approve Resolution No. 16-40 the introduction of Ordinance No. 16-12. This is a recommendation from the Planning Commission.

7 - Yeas: Wood, Kemp, Hernandez, Hughes, Ream, Oakes, Kieft 0 - Nay Absent: None **Motion Carried** 

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#### G. NEW BUSINESS continued:

12. Consideration of SU16-08 — Sandra Morence — 1585 S. Walker Rd. — Daycare Center

It was moved by Treasurer Wood and second by Trustee Ream to approve SU 16-08.

7 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Hughes, Kieft 0 - Nay Absent: None **Motion Carried** 

### H. PUBLIC COMMENTS:

- 1) Michael Gould 809 Clark Street: Has concerns about the Township's leaf ordinance. The appearance of yards that are not raked is an eye sore. Because of some yards not being raked, we must rake our yard again due to the wind blowing the leaves back into our raked yard. He offered a few suggestions for our consideration to improve/resolve the issue. Supervisor Kieft shared some of the challenges we have in implementing the ordinance. Michael thanked the Board for the time to share his thoughts.
- **I. ANNOUNCEMENTS:** 1) Trustee Kemp will not be in attendance at the December 5<sup>th</sup> and December 19<sup>th</sup> Board meetings. 2) Trustee Hernandez thanked all for being elected to her second term in office and stated, we have a good Board.
- **J. ADJOURNMENT:** It was moved by Clerk Oakes and second by Trustee Kemp to adjourn the meeting at 7:41 pm. **Motion Carried**

Reviewed by	Recorded by
David A. Kieft Jr, Supervisor	Clerk - Ann D. Oakes, CMC, CMMC